

Membership Balance Plan
United States Army Science Board

Agency: Department of Defense (DoD)

1. Authority: The Secretary of Defense, in accordance with the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(d), established the United States Army Science Board (“the Board”).
2. Mission/Function: The Board, under the provisions of FACA, shall provide independent advice and recommendations to the Secretary of Defense and the Deputy Secretary of Defense, through the Secretary of the Army, on matters relating to the Army’s scientific, technical, manufacturing, acquisition, logistics, and business management functions, as well as other matters as determined by the Secretary of the Army.

The Board is not established to advise on individual DoD or Department of the Army acquisitions, but instead shall be concerned with the pressing and complex issues facing the Department of the Army.

3. Points of View: The Board shall be comprised of not more than 20 members who are eminent authorities in 1 or more of the following disciplines: science, technology, manufacturing, acquisition, logistics, business management functions, and other matters of special interest to the Department of the Army.

Board members appointed by the Secretary of Defense or the Deputy Secretary of Defense, who are not full-time or permanent part-time Federal officers or employees, shall be appointed as experts and consultants, pursuant to 5 U.S.C. § 3109, to serve as special government employee (SGE) members. Those who are full-time or permanent part-time Federal employees shall be appointed to serve as regular government employee (RGE) members, pursuant to 41 C.F.R. § 102-3.130(a).

The DoD, in selecting potential candidates for the Board, reviews the educational and professional credentials of individuals and bases its selection on this review and the subject matters being handled by the Board. The Department has found that viewing the complex issues facing the Army through a multidisciplinary advisory committee provides the Department and, more importantly, the American public with a broader understanding of the issues on which to base subsequent policy decisions.

The Board’s membership balance is not static and the Secretary of Defense may change the membership based upon work assigned to the Board by the Secretary of Defense, the Deputy Secretary of Defense, or the Secretary of the Army, as the Board’s Sponsor. In addition, the DoD, unless otherwise instructed by an Act of Congress or Presidential directive, does not use representative members on DoD-established or supported advisory committees.

4. Other Balance Factors: N/A
5. Candidate Identification Process: The DoD, in selecting potential candidates for the Board, reviews the educational and professional credentials of individuals with extensive professional experience in the areas of science, technology, manufacturing, acquisition, logistics, and business management functions. Candidates for appointment are typically selected from academia, industry/business, federally funded research and development corporations (FFRDCs), non-profit organizations, and

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National Laboratories. Individual appointments are based on the subject matter being reviewed by the Board.

Members are solicited by a formal call for candidates sent by the Board's Executive Director/Designated Federal Officer (DFO) to senior Army leaders, current Board members, technical directors of Service science and technology organizations, and FFRDCs that support the DoD and/or the Army. Recommendations for candidates must include both a current resume and a letter of recommendation. Self-nominations are not accepted. The resulting candidates are rank-ordered by the Board staff according to each candidate's technical credentials, expertise, participation on the Board (for those who have already served one term), and balance across technical specialties and employer category according to paragraph three above.

The DFO then provides the list of candidates to principal advisors to the Secretary of the Army for further review and narrowing the list of potential candidates for consideration by the Secretary of the Army.

During the Secretary of the Army's review, the Secretary strives to achieve a balance between the educational and professional credentials of the individuals and the subject matters anticipated to be reviewed by the Board to achieve expertise in points of view to be represented and functions to be performed in light of anticipated topics.

Prior to nominating the potential candidates, the list of candidates will undergo a review by the Office of General Counsel of the Department of Defense and the Office of the Advisory Committee Management Officer to ensure compliance with Federal and DoD governance requirements, including compliance with the Board's charter and membership balance plan. Following this review, the Secretary of the Army formally nominates the potential candidates to the Secretary of Defense or the Deputy Secretary of Defense for approval. Pursuant to DoD policy, only the Secretary of Defense or the Deputy Secretary of Defense can invite or approve the appointment of individuals to serve on DoD-established or supported advisory committees and subcommittees, unless otherwise directed by statute or presidential directive.

Following approval by the Secretary of Defense or the Deputy Secretary of Defense, the candidates are required to complete the necessary appointment paperwork, to include meeting ethics requirements stipulated by the Office of Government Ethics for advisory committee members who are appointed as SGE members.

The Secretary of Defense or the Deputy Secretary of Defense may approve the appointment of members to the Board for one-to-four year terms of service, with annual renewals. However, no member, unless authorized by the Secretary of Defense or the Deputy Secretary of Defense, may serve more than two consecutive terms of service on the Board, to include its subcommittees.

Membership vacancies for the Board and subcommittees will be filled in the same manner as described in the previous seven paragraphs above.

6. Subcommittee Balance: The DoD, when necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups to support the Board.

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The Board shall include up to four permanent subcommittees consistent with its mission and established Federal and DoD policies and procedures. The requisite qualifications and points of views for subcommittee members are similar to those required at the parent-level Board members. The four Board subcommittees are: 1) Basic Sciences and Disruptive Technologies; 2) Weapon Systems; 3) C4ISR; and 4) Systems Engineering, Integration, and Sustainment. These subcommittees reflect the Army core competency areas recommended by the 2013 Army Science & Technology Core Competency Study briefed to the Secretary of the Army and the Chief of Staff of the United States Army. Subcommittees shall be comprised of no more than 15 members per subcommittee.

All subcommittee members will be appointed in the same manner as Board members; that is, the Secretary of Defense or the Deputy Secretary of Defense will appoint subcommittee members to a term of service of one-to-four years, even if the member in question is already a member of the Board. Subcommittee members shall not serve more than two consecutive terms of service unless authorized by the Secretary of Defense or the Deputy Secretary of Defense.

Subcommittee members, if not full-time or permanent part-time Federal employees, will be appointed as experts and consultants, pursuant to 5 U.S.C. § 3109, to serve as SGE members. Those subcommittee members who are full-time or permanent part-time Federal employees will be appointed to serve as RGE members, pursuant to 41 C.F.R. § 102-3.130(a). All subcommittee member appointments shall be renewed on an annual basis.

7. Other: As nominees are considered for appointment to the Board, the DoD adheres to the Office of Management and Budget's Final Guidance on Appointment of Lobbyists to Federal Boards and Commissions (76 FR 61756; October 5, 2011); the Director of the Office of Science and Technology Policy memorandum of December 17, 2010, concerning scientific integrity; and the rules and regulations issued by the Office of Government Ethics.
8. Date Prepared: May 21, 2014